



R0200

Dear National Fire Academy Student:

Congratulations on being selected into the National Fire Academy's *Leadership Strategies for Community Risk Reduction* (LSCRR) course. This course is designed to enhance knowledge and skills necessary to lead and manage fire prevention, community risk-reduction initiatives, illness prevention and health promotion at the local level. This course will give students tools and techniques to raise the level of importance for prevention within their organization. The course will demonstrate how fire prevention and other risk-reduction initiatives can benefit them directly and individually in providing a safer work environment. Students will be guided through a process that shows how to strategically build support internally and externally for community risk reduction, the steps and activities necessary to sustain programs, and how these come together to create effective risk-reduction programs. The ultimate goal of the course is to develop fire and EMS leaders and managers who are committed, in word and deed, to comprehensive multi-hazard community risk reduction.

Attached is the pre-course assignment which is a prerequisite for attending this course. A checklist found in the pre-course material is to be completed and submitted 1 week prior to your class start date. Information on where to send the pre-course material is located in the package.

It is important to note that this is a 6-day course, and the first day of class begins on Sunday at 8 a.m. Classes meet daily from 8 a.m. to approximately 5 p.m. with graduation scheduled on Friday at 4 p.m. You will be provided lodging for Friday night.

End-of-class graduation ceremonies are an important part of the course, and you are expected to attend. Please do not make any travel arrangements to leave campus until after you and your classmates graduate.

Increasing numbers of students and instructors are bringing laptop computers or other electronic devices to campus. You alone are responsible for the security and maintenance of your equipment. The Academy cannot provide you with computer software, hardware, or technical support to include disks, printers, scanners, etc. There are a limited number of 120 volt AC outlets in the classrooms. Thumb drives or external hard drives used to bring course materials to class cannot be connected to FEMA property without being scanned for viruses. Due to time limitations for scanning, these devices cannot be larger than 8 GB. Anything over this amount will not be scanned and cannot be used. A Student Computer Lab is located in Building D and is available for all students to use. It is open daily with technical support provided in the evenings. This lab uses Windows 7 and Office 2010 as the software standard.

Should you need additional information related to course content or requirements, please feel free to contact Ms. Mary Marchone, Fire Prevention Management Curriculum Training Specialist, at (301) 447-1476 or email at mary.marchone@fema.dhs.gov.

Sincerely,

A handwritten signature in black ink, appearing to read "Denis Onieal". The signature is fluid and cursive, with a large initial "D" and "O".

Dr. Denis Onieal, Superintendent
National Fire Academy
U.S. Fire Administration

October 2014

Leadership Strategies for Community Risk Reduction

Pre-Course Assignment Workbook

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Introduction to *Leadership Strategies for Community Risk Reduction*

Welcome to *Leadership Strategies for Community Risk Reduction* (LSCRR). LSCRR is a 6-day adapted version of *Executive Analysis of Community Risk Reduction* (EACRR), the second year Executive Fire Officer Program (EFOP). This course was created in response to requests from non-Executive Fire Officers who are responsible for developing, leading and evaluating risk-reduction initiatives in their community, specifically at the company level. Students examine their community's leading risks and identify determinants that may challenge mitigation. LSCRR culminates with students designing a plan to overcome potential obstacles.

Since successful community risk reduction requires use of combined preventive interventions, the target audience for LSCRR is broad. Fire and Emergency Medical Services (EMS) officers, public educators, inspectors, plan reviewers, fire marshals, and investigators are ideal candidates.

The goal of LSCRR is to develop leaders in comprehensive multi-hazard community risk reduction. As an LSCRR class member, you will apply a strategic process to address risk challenges present in your home community. While a primary focus should be placed on your **local** fire problem, it is prudent to consider two overall categories of challenges:

1. Human-created and naturally occurring risks that affect your community on a regular basis. Examples include fires, preventable injuries, and frequently occurring forms of severe weather.
2. Human-created or naturally occurring risks that may only happen once every 5, 10 or even 20 years **but** have the **potential** for a devastating outcome. To qualify for this category, the risk should have affected your community in the past or be a major emerging issue. Examples include major hazardous materials release, domestic terrorism, hurricane, earthquake, etc.

The process of addressing your local risk(s) begins with pre-course research, continues through guided practice while at the National Fire Academy (NFA), and culminates in actions implemented upon returning home. The ultimate goal is for you to implement a plan to reduce preventable occurrences and/or mitigate loss from risks that cannot be stopped.

To be effective at leading a risk-reduction process, you must understand both your community **and** organization. LSCRR will help you develop that understanding and create a strategy of how to effectively reduce risk in your home community. LSCRR goes beyond simply teaching skills. The course provides insight into the steps necessary to carry out a successful community risk-reduction process. Further, it is designed to impart a set of specific key concepts and attitudes that are needed to lead the community risk-reduction process.

KEY CONCEPTS FOR RISK-REDUCTION LEADERS

- Risk is influenced by social and economic issues. If community risk reduction is to be effective at improving community vitality, the community risk-reduction process must address socioeconomic issues.
- Risky behaviors result in consequences (e.g., residential fires, car crashes involving drunk drivers, etc.). These consequences are the events to which fire departments and EMS agencies respond on a daily basis. Therefore, the purpose of community risk reduction is to prevent or minimize these events.
- Any effective community risk-reduction strategy integrates emergency response, code enforcement, legislative processes to adopt codes, standards, and prevention-related ordinances, plans review and design, fire and life safety education, public information and relations, risk-reduction-related economic incentives, and other mitigation activities.
- Prevention and response functions within an organization must be integrated into one team. In many organizational cultures, the prevention function is viewed as separate and distinct from the response mission. In fact, *both response and prevention have the same goal: prevent or reduce harm to the public from fire, preventable injuries, etc.* Same mission. Same team. Same organization. Same community. The synergy that results from integrating operations and prevention makes both functions considerably more effective.
- Risk is a community problem. The process of community risk reduction also must involve the community: its leaders, its groups, its neighborhoods, etc. Any community risk-reduction process that fails to engage the community and its citizens is doomed to fail.
- There may be some communities where an emergency organization is unable to gain community endorsement for a risk-reduction process. However, *every* organization can apply the process to create a culture that embodies the philosophy of community risk reduction. The organization then is prepared when an opportunity for community change occurs.
- Community vitality is the product of numerous factors, including the absence of fires, absence of injuries, physical health, economic health, etc. A community risk-reduction process must apply risk management to all those areas that affect community vitality. This includes fires, injuries, terrorism, natural hazards, social crises, and environmental hazards.

PRE-COURSE ASSIGNMENT

Introduction

While LSCRR is not an EFOP course, its content remains at a high level — and for good reason. Through pre-course readings, you will discern that one of the reasons why the U.S. fire problem is far worse than in many developed countries is because a great number of our communities fail to dedicate adequate resources and strategically address their local issues effectively.

LSCRR will empower you with the knowledge and skills to make executive level modifications to your community's risk-reduction strategies. This process will require a significant commitment on your part. It begins with the pre-course assignment.

Completion of the pre-course assignment is mandatory for acceptance into LSCRR. Information from the assignment will be used to process in-class activities and ultimately develop a draft plan for a risk-reduction initiative that can be used in your home community.

Some of the material you will read dates back several years (or even decades in the case of the original *America Burning*). The pre-course assignment for LSCRR is comprehensive because reducing and mitigating community risk is our industry's **ultimate** responsibility. Accomplishing the task successfully demands a strong foundation of knowledge. This knowledge base will be developed through completion of the pre-course assignment and LSCRR experience.

You will be collecting and analyzing a considerable amount of **local** data as part of the pre-course assignment. It is permissible (and encouraged) to have colleagues or staff assist you with data collection and interpretation. Use of **current** data is expected.

You should budget approximately 1 month of intermittent development time for completing the pre-course assignment. Each of the assignment's sections includes an estimate of the minimum amount of time you should budget to complete the directives. Each section also includes a brief rationale of why you are being asked to complete the work and how it will apply to the LSCRR course.

A checklist for the assignment is included at the end of this packet to serve as record of completion. Please follow the instructions at the bottom of the checklist to submit. It is due no later than 1 week in advance of attendance to NFA.

PART ONE: EXAMINATION OF AMERICA'S CONTINUING FIRE PROBLEM

Estimated time to budget for completion of this section: 2 hours.

Information from this section will be used in Units 1 and 2.

Peruse *America Burning*. Be sure to read page x in the introductory section (www.usfa.dhs.gov/downloads/pdf/publications/fa-264.pdf).

Peruse Vision 20/20 — National Strategies for Fire Loss Prevention (www.strategicfire.org).

PART TWO: BUILDING A DEMOGRAPHIC PROFILE OF YOUR COMMUNITY

Estimated time to budget for completion of this section: 5 hours.

Information from this section will be used in Units 1, 2 and 3.

Background Information

Building a community profile is an initial step in risk-mitigation planning. Unfortunately, it is a step **often** overlooked or mishandled. Two factors that contribute to suboptimal performance are 1) relying solely on national data for local risk analysis and 2) failure to build an objective profile of the local community and its associated risks.

While the risk-reduction leader is **not** expected to be a social scientist or front-line practitioner, s/he needs an understanding of how to build a profile of their community's demographics and risks. This knowledge is essential to **directing** a comprehensive mitigation process.

One of the most reliable sources of demographic information is the U.S. Census Bureau. Data for the Decennial Census is collected by the Bureau every 10 years. Data from the Decennial Census is utilized to determine congressional districts. The Decennial Census seeks to determine the *number of people* who live in a community.

A second type of census, the American Community Survey (ACS), is an on-going task of the Bureau. The American Community Survey is mailed to over three million U.S. residents annually. The Bureau's goal is to survey each U.S. resident every seven years to create demographic profiles of local communities. ACS data is important to risk-reduction specialists because it provides information about *where and how* people live.

Data from the American Community Survey is available to the public through the American FactFinder database. FactFinder is an important tool for risk-reduction practitioners because it allows us to explore demographic data both community-wide and by census tracts.

Census tracts are defined geographical areas within a city, town, county, or village. Each tract carries a numerical identification. The number of census tracts that are in your community are based upon its size. You may be from a geographical area that has anywhere from a few to hundreds of census tracts.

Most likely, you will find risks in your community are confined to certain areas. **If you are from a large community (greater than 50,000), select no more than four census tracts from what you believe to be your highest risk areas to analyze. If you are from a mid to smaller size community (under 50K), you should examine all census tracts.**

You are also encouraged to use other local resources that may be useful in obtaining information on local community demographics. These can include Economic/Community Development, Board of Education/School Districts, Social Services, etc.

Use American FactFinder

Census Bureau data is collected and analyzed by trained professionals. It is made available for public use through the Bureau's website. The following tutorial will show you how to use the Bureau's site.

1. To get started, go to the Bureau's website located at www.census.gov. Once you are there, you should see a screen that looks like the one displayed in the screen shot on the next page. Go to the Data section on the top of the Census Bureau's home page. Click on the *American FactFinder* link.

The screenshot shows the homepage of the U.S. Census Bureau website. A yellow callout box with a black border points to the 'Data Tools and Apps' section. The callout box contains the text: 'Click Here', 'Hover on Data Tools', and 'Go to American FactFinder'. The 'Data Tools and Apps' section lists various resources including 'American FactFinder', 'Census Explorer', 'Easy Stats', 'Interactive Population Map', 'My Congressional District', 'Population Clock', and 'Quick Facts'. Below this section, there are links to 'World Population' and a map of the United States. The bottom of the page features 'Latest News' and 'Stat of the Day' sections. The taskbar at the bottom shows several open applications, including Internet Explorer, EACRR, and Word.

2. Upon arriving at the FactFinder site, you should see the screen displayed below. Enter the name of your community (the city *or* county you are searching for — plus the state); then hit Go. For this example we are using the city of Hagerstown, Maryland.



3. For the sake of this tutorial, we entered Hagerstown, Maryland, as the example community. The following two screen shots will walk you through the various types of demographical data that is available about a community at large.

We will begin by examining data from the Decennial Census and then ascend to data from the American Community Survey.

The screenshot displays the American FactFinder web application. The browser address bar shows the URL <http://factfinder2.census.gov/faces/>. The page title is "American FactFinder - Com...". The navigation bar includes links for MAIN, COMMUNITY FACTS, GUIDED SEARCH, ADVANCED SEARCH, and DOWNLOAD CENTER. The main heading is "Community Facts - Find popular facts (population, income, etc.) and frequently requested data about your community." Below this, there is a search input field with "Hagerstown city, Maryland" entered and a "GO" button. A sidebar on the left lists various demographic categories: Population (2010 Census), Population (Latest Estimate), Age, Business and Industry, Education, Housing, Income, Origins and Language, Poverty, and Veterans. The main content area displays the population for Hagerstown as 39,600, with a source note "Source: 2010 Demographic Profile". It also lists "Popular tables for this geography:" including 2010 Census data (General Population and Housing Characteristics, Race and Hispanic or Latino Origin, Hispanic or Latino by Type, Households and Families), 2012 American Community Survey data (Demographic and Housing Estimates), 2013 Population Estimates Program data (Annual Population Estimates), and 2000 Census data (General Demographic Characteristics). Two yellow callout boxes are overlaid on the screen: one pointing to the left sidebar with the text "Explore all of the categories on the left side of the screen." and another pointing to the main content area with the text "Explore all of the categories on each screen that pops up." The Windows taskbar at the bottom shows the date and time as 2:08 PM on 6/27/2014.

4. The screen shot displayed below represents only a small portion of what is available pertinent to the 2010 Decennial Census. Be sure to scroll down and see all of the data available on both people and housing characteristics.

DP-1 Profile of General Population and Housing Characteristics: 2010
2010 Demographic Profile Data

Table View BACK TO COMMUNITY FACTS

Actions: Modify Table Bookmark Print Download Create a Map

View Geography Notes View Table Notes

NOTE: For more information on confidentiality protection, nonsampling error, and definitions, see <http://www.census.gov/prod/cen2010/doc/dpsf.pdf>.

Geography: Hagerstown city, Maryland

Subject	Number	Percent
SEX AND AGE		
Total population	39,662	100.0
Under 5 years	3,432	8.7
5 to 9 years	2,876	7.3
10 to 14 years	2,511	6.3
15 to 19 years	2,403	6.1
20 to 24 years	2,718	6.9
25 to 29 years	3,227	8.1
30 to 34 years	2,888	7.3
35 to 39 years	2,566	6.5
40 to 44 years	2,645	6.7
45 to 49 years	2,762	7.0
50 to 54 years	2,610	6.6
55 to 59 years	2,217	5.6
60 to 64 years	1,919	4.8
65 to 69 years	1,333	3.4
70 to 74 years	1,073	2.7
75 to 79 years	874	2.2

Scroll down for more data.

Upon completing the exploration of general census data, return to the American FactFinder home screen that is shown on the next page.

5. Now that you have developed a demographic profile of your community at large, the next step is to learn how to find data on specific geographical areas known as census tracts. Let's go back to the example on Hagerstown, Maryland.

Return to the American FactFinder home page. Locate the Advanced Search category located on the left side of the screen and click it. Next, click the Show Me All link.

Now click on Geographies on the page that now appears on the left side.



6. When the screen that is displayed below appears, perform the following process:

Step 1 — Locate the geographic type, click on it, and select Census Tract.

Step 2 — Select your state.

Step 3 — Select your county.

Step 4 — Select the census tract you wish to explore.

Step 5 — Click on Add to Your Selections

The field with census tracts for your county will become populated. You now have the option to explore your community by census tract. For this example, we will examine Census Tract 4 in Washington County, Maryland.

Note: You will need to know which census tract corresponds to the area of your community that you wish to explore. All census tracts in your entire county will be available for exploration. If you need a map of tracks within your jurisdiction, click on map below, select Geographies.

U.S. Census Bureau

AMERICAN FactFinder

MAIN SEARCH WHAT WE PROVIDE USING FACTFINDER Feedback FAQs Glossary Help

Search - Use the options on the left (topics, geographies, ...) to narrow your search results

Your Selections

Search using...

Place within State

Hagerstown city, Maryland

clear all selections and start a new search

Search using the options below:

Topics (age, income, year, dataset, ...)

Geographies (states, counties, places, ...)

Race and Ethnic Groups (race, ancestry, tribe)

Industry Codes (NAICS industry, ...)

Community Facts

Hagerstown city, Maryland:

2010 Census

Population, Age, Sex, Race, Households and Housing ...

American Community Survey

Education, Marital Status, Relationships, Fertility, Grandparents ...

Select Geographies

List Name Address Map

Select geographies to add to Your Selections

Didn't find your geographic type? Try the Name, Address or Map geography search options instead.

Select a geographic type:

Census Tract

Select a state:

Maryland

Select a county:

Washington

Select one or more geographic areas and click Add to Your Selections:

All Census Tracts within Washington County, Maryland

Census Tract 1, Washington County, Maryland

Census Tract 2, Washington County, Maryland

Census Tract 3.01, Washington County, Maryland

Census Tract 3.02, Washington County, Maryland

Census Tract 4, Washington County, Maryland

Census Tract 5, Washington County, Maryland

Census Tract 6.01, Washington County, Maryland

Census Tract 6.02, Washington County, Maryland

Census Tract 7, Washington County, Maryland

ADD TO YOUR SELECTIONS

Step 1

Step 2

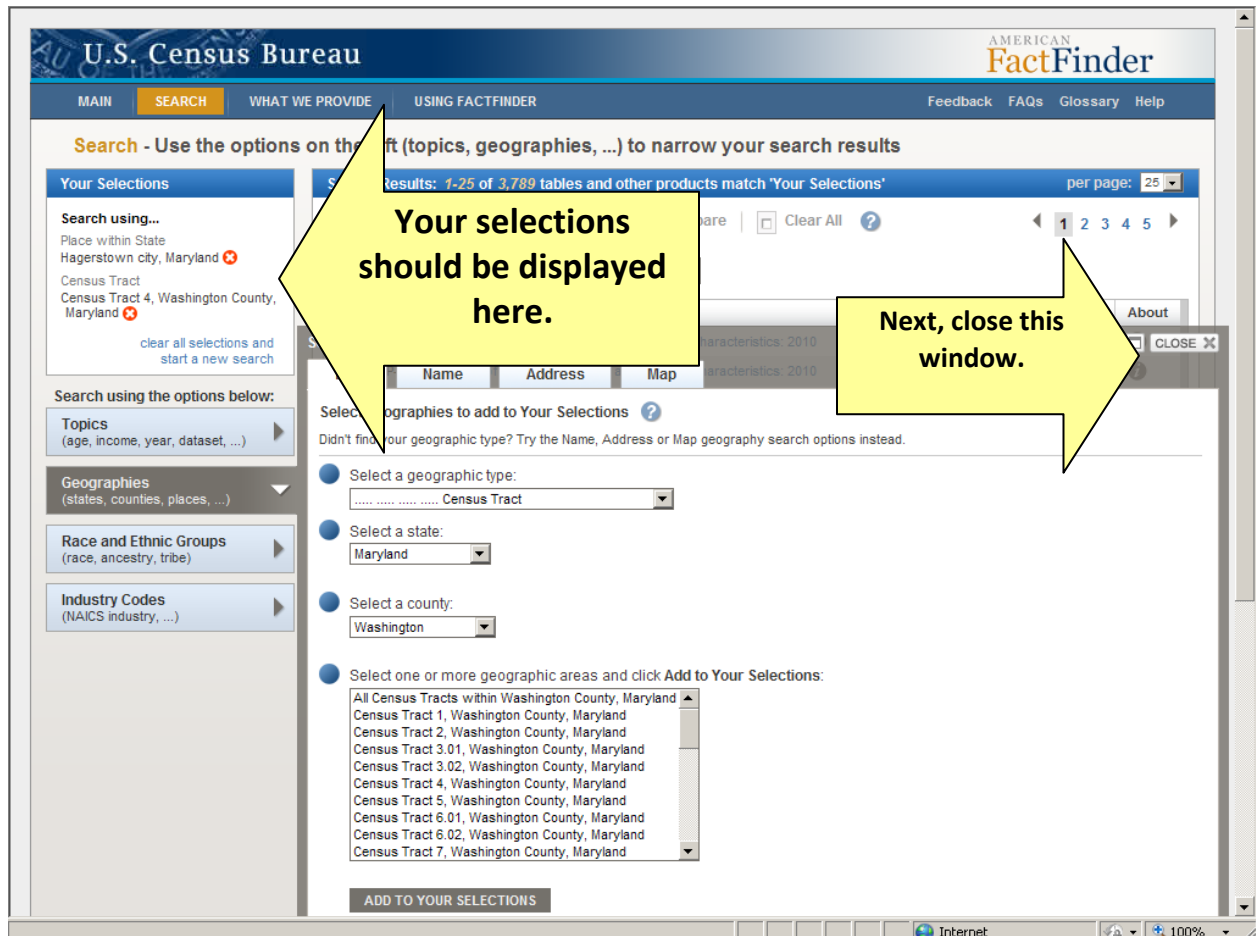
Step 3

Step 4

Step 5

7. If you have done the process correctly, you will see your city and census tract displayed in the Your Selections section.

Next, close the overlay screen that offers census tract options.



8. You should now see a screen that displays the data specific to the census tract you selected. In our case, it is for Census Tract 4 in downtown Hagerstown, Maryland.

Each specific category of data can now be explored by census tract. For this example, we will select (check) the Selected Housing Characteristics.

Once you click on a category, the field will become populated. You may view your data by clicking on the view option at the bottom of the page.

Your Selections Search Results: 1-25 of 5,641 tables and other products match 'Your Selections'

Search using...
Place within State
Hagerstown city, Maryland
Census Tract
Census Tract 4, Washington County, Maryland

clear all selections and start a new search

Search using the options below:

- Topics (age, income, year, dataset, ...)
- Geographies (states, counties, places, ...)
- Race and Ethnic Groups (race, ancestry, tribe)
- Industry Codes (NAICS industry, ...)
- EEO Occupation Codes (executives, analysts, ...)

ID	Table, File or Document Title	2012 ACS 5-year estimates
<input type="checkbox"/> DP02	SELECTED SOCIAL CHARACTERISTICS IN THE UNITED STATES	2012 ACS 5-year estimates
<input type="checkbox"/> DP03	SELECTED ECONOMIC CHARACTERISTICS	2012 ACS 5-year estimates
<input checked="" type="checkbox"/> DP04	SELECTED HOUSING CHARACTERISTICS	2012 ACS 5-year estimates
<input type="checkbox"/> DP05	ACS DEMOGRAPHIC AND HOUSING ESTIMATES	2012 ACS 5-year estimates
<input type="checkbox"/> S0101	AGE AND SEX	2012 ACS 5-year estimates
<input type="checkbox"/> S0601	SELECTED CHARACTERISTICS OF THE TOTAL AND NATIVE POPULATION	2012 ACS 5-year estimates
<input type="checkbox"/> S0701	GEOGRAPHIC MOBILITY BY SELECTED CHARACTERISTICS IN THE UNITED STATES	2012 ACS 5-year estimates
<input type="checkbox"/> S0801	COMMUTING CHARACTERISTICS BY SEX	2012 ACS 5-year estimates
<input type="checkbox"/> S0802	MEANS OF TRANSPORTATION TO WORK BY SELECTED CHARACTERISTICS	2012 ACS 5-year estimates
<input type="checkbox"/> S1002	GRANDPARENTS	2012 ACS 5-year estimates
<input type="checkbox"/> S1101	HOUSEHOLDS AND FAMILIES	2012 ACS 5-year estimates
<input type="checkbox"/> S1201	MARITAL STATUS	2012 ACS 5-year estimates
<input type="checkbox"/> S1301	FERTILITY	2012 ACS 5-year estimates
<input type="checkbox"/> S1401	SCHOOL ENROLLMENT	2012 ACS 5-year estimates
<input type="checkbox"/> S1501	EDUCATIONAL ATTAINMENT	2012 ACS 5-year estimates
<input type="checkbox"/> S1601	LANGUAGE SPOKEN AT HOME	2012 ACS 5-year estimates
<input type="checkbox"/> S1602	NO ONE AGE 14 AND OVER SPEAKS ENGLISH ONLY OR SPEAKS ENGLISH VERY WELL	2012 ACS 5-year estimates
<input type="checkbox"/> S1603	CHARACTERISTICS OF PEOPLE BY LANGUAGE SPOKEN AT HOME	2012 ACS 5-year estimates
<input type="checkbox"/> S1701	POVERTY STATUS IN THE PAST 12 MONTHS	2012 ACS 5-year estimates
<input type="checkbox"/> S1702	POVERTY STATUS IN THE PAST 12 MONTHS OF FAMILIES	2012 ACS 5-year estimates

Click Here (or other category)
Then go to bottom of the page and click view.

9. You now have data for the specific census tract requested and can compare the demographics of the tract with the community at large.

http://factfinder2.census.gov/faces/ American FactFinder - Result... X

File Edit View Favorites Tools Help

Suggested Sites Home - ATEC Emmitsburg Google Web Slice Gallery

Actions: Modify Table Bookmark Print Download Create a Map

View Geography Notes View Table Notes

Although the American Community Survey (ACS) produces population, demographic and housing unit estimates, it is the Census Bureau's Population Estimates Program that produces and disseminates the official estimates of the population for the nation, states, counties, cities and towns and estimates of housing units for states and counties.

Subject	Census Tract 4, Washington County, Maryland				Hagerstown city, Maryland			
	Estimate	Margin of Error	Percent	Percent Margin of Error	Estimate	Margin of Error	Percent	Percent Margin of Error
HOUSING OCCUPANCY								
Total housing units	1,208	+/-116	1,208	(X)	18,639	+/-514	18,639	(X)
Occupied housing units	954	+/-143	79.0%	+/-8.3	16,399	+/-465	88.0%	+/-1.9
Vacant housing units	254	+/-100	21.0%	+/-8.3	2,240	+/-374	12.0%	+/-1.9
Homeowner vacancy rate	13.9	+/-22.8	(X)	(X)	2.8	+/-1.7	(X)	(X)
Rental vacancy rate	9.9	+/-7.8	(X)	(X)	10.1	+/-2.5	(X)	(X)
UNITS IN STRUCTURE								
Total housing units	1,208	+/-116	1,208	(X)	18,639	+/-514	18,639	(X)
1-unit, detached	196	+/-89	16.2%	+/-7.2	5,564	+/-336	29.9%	+/-1.6
1-unit, attached	265	+/-84	21.9%	+/-7.1	5,880	+/-445	31.5%	+/-2.3
2 units	98	+/-75	8.1%	+/-6.1	913	+/-203	4.9%	+/-1.1
3 or 4 units	81	+/-61	6.7%	+/-5.1	1,604	+/-257	8.6%	+/-1.4
5 to 9 units	346	+/-127	28.6%	+/-9.5	1,746	+/-277	9.4%	+/-1.5
10 to 19 units	63	+/-42	5.2%	+/-3.4	1,819	+/-251	9.8%	+/-1.3
20 or more units	154	+/-75	12.7%	+/-5.9	1,098	+/-182	5.9%	+/-0.9
Mobile home	5	+/-8	0.4%	+/-0.7	15	+/-19	0.1%	+/-0.1
Boat, RV, van, etc.	0	+/-12	0.0%	+/-2.9	0	+/-26	0.0%	+/-0.2
YEAR STRUCTURE BUILT								
Total housing units	1,208	+/-116	1,208	(X)	18,639	+/-514	18,639	(X)
Built 2010 or later	5	+/-8	0.4%	+/-0.7	33	+/-32	0.2%	+/-0.2
Built 2000 to 2009	49	+/-44	4.1%	+/-3.6	2,498	+/-247	13.4%	+/-1.3
Built 1990 to 1999	14	+/-15	1.2%	+/-1.2	1,122	+/-211	6.0%	+/-1.1

2:39 PM 6/27/2014

10. Now let's explore how to view all of your community's census tracts simultaneously. Return to the page shown below that you located in Step 7. If you live in a smaller city like Hagerstown, you will need to display all the census tracts in the county. If you are from a larger city, you will find your data listed by your city's name.

Search Results: 1-25 of 5,641 tables and other products match 'Your Selections'

Select geographies to add to Your Selections

Select from: ☒ most requested geographic types ☐ all geographic types

Select a geographic type:
Census Tract - 140

Select a state:
Maryland

Select a county:
Washington

Select one or more geographic areas and click Add to Your Selections

All Census Tracts within Washington County, Maryland
Census Tract 1, Washington County, Maryland
Census Tract 2, Washington County, Maryland
Census Tract 3 01, Washington County, Maryland
Census Tract 3 02, Washington County, Maryland
Census Tract 4, Washington County, Maryland
Census Tract 5, Washington County, Maryland
Census Tract 6 01, Washington County, Maryland
Census Tract 6 02, Washington County, Maryland
Census Tract 7, Washington County, Maryland

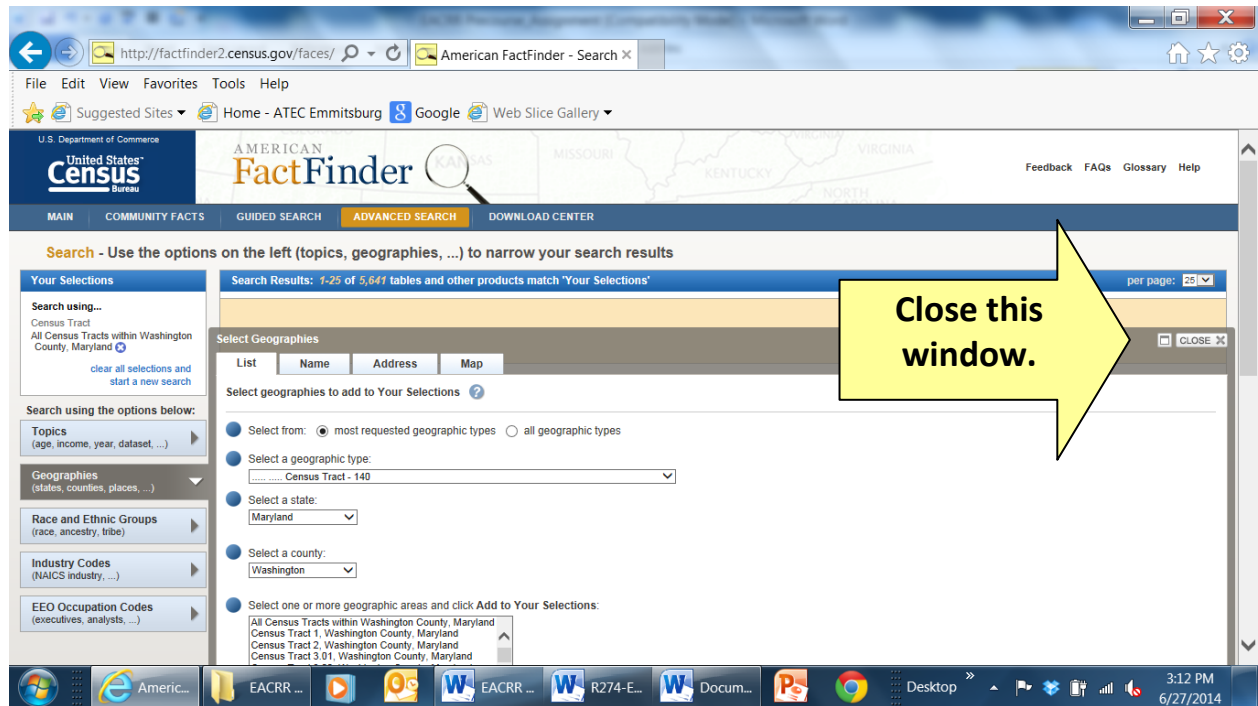
ADD TO YOUR SELECTIONS

Didn't find your geographic type? Click the 'all geographic types' radio button above, or try the Name, Address or Map geography search options instead.

<input type="checkbox"/>	S1603	CHARACTERISTICS OF PEOPLE BY LANGUAGE SPOKEN AT HOME	2012 ACS 5-year estimates	?
<input type="checkbox"/>	S1701	POVERTY STATUS IN THE PAST 12 MONTHS	2012 ACS 5-year estimates	?
<input type="checkbox"/>	S1702	POVERTY STATUS IN THE PAST 12 MONTHS OF FAMILIES	2012 ACS 5-year estimates	?

Click Here
Then go to the Add to Your Selections button and click it.

11. Close the Select Geographies window.



12. Select the category of data you wish to display, populate the field, and click view at the bottom of the page.

The screenshot shows the American FactFinder web application interface. The browser address bar displays the URL <http://factfinder2.census.gov/faces/>. The page title is "American FactFinder - Search". The search results section shows "Search Results: 1-25 of 5,641 tables and other products match 'Your Selections'". The search criteria are "Census Tract", "All Census Tracts within Washington County, Maryland". The search results table lists various data categories and their corresponding datasets.

ID	Table, File or Document Title	Dataset	About
<input type="checkbox"/> DP02	SELECTED SOCIAL CHARACTERISTICS IN THE UNITED STATES	2012 ACS 5-year estimates	?
<input type="checkbox"/> DP03	SELECTED ECONOMIC CHARACTERISTICS	2012 ACS 5-year estimates	?
<input checked="" type="checkbox"/> DP04	SELECTED HOUSING CHARACTERISTICS	2012 ACS 5-year estimates	?
<input type="checkbox"/> DP05	ACS DEMOGRAPHIC AND HOUSING ESTIMATES	2012 ACS 5-year estimates	?
<input type="checkbox"/> S0101	AGE AND SEX	2012 ACS 5-year estimates	?
<input type="checkbox"/> S0601	SELECTED CHARACTERISTICS OF THE TOTAL AND NATIVE POPULATIONS IN THE UNITED STATES	2012 ACS 5-year estimates	?
<input type="checkbox"/> S0701	GEOGRAPHIC MOBILITY BY SELECTED CHARACTERISTICS IN THE UNITED STATES	2012 ACS 5-year estimates	?
<input type="checkbox"/> S0801	COMMUTING CHARACTERISTICS BY SEX	2012 ACS 5-year estimates	?
<input type="checkbox"/> S0802	MEANS OF TRANSPORTATION TO WORK BY SELECTED CHARACTERISTICS	2012 ACS 5-year estimates	?
<input type="checkbox"/> S1002	GRANDPARENTS	2012 ACS 5-year estimates	?
<input type="checkbox"/> S1101	HOUSEHOLDS AND FAMILIES	2012 ACS 5-year estimates	?
<input type="checkbox"/> S1201	MARITAL STATUS	2012 ACS 5-year estimates	?
<input type="checkbox"/> S1301	FERTILITY	2012 ACS 5-year estimates	?
<input type="checkbox"/> S1401	SCHOOL ENROLLMENT	2012 ACS 5-year estimates	?
<input type="checkbox"/> S1501	EDUCATIONAL ATTAINMENT	2012 ACS 5-year estimates	?
<input type="checkbox"/> S1601	LANGUAGE SPOKEN AT HOME	2012 ACS 5-year estimates	?
<input type="checkbox"/> S1602	NO ONE AGE 14 AND OVER SPEAKS ENGLISH ONLY OR SPEAKS ENGLISH VERY WELL	2012 ACS 5-year estimates	?
<input type="checkbox"/> S1603	CHARACTERISTICS OF PEOPLE BY LANGUAGE SPOKEN AT HOME	2012 ACS 5-year estimates	?
<input type="checkbox"/> S1701	POVERTY STATUS IN THE PAST 12 MONTHS	2012 ACS 5-year estimates	?
<input type="checkbox"/> S1702	POVERTY STATUS IN THE PAST 12 MONTHS OF FAMILIES	2012 ACS 5-year estimates	?

13. You will now have access to the category of data you searched, and it will be displayed for all census tracts.

http://factfinder2.census.gov/faces/ American FactFinder - Result...
 File Edit View Favorites Tools Help
 Suggested Sites Home - ATEC Emmitsburg Google Web Slice Gallery
 estimates of the population for the nation, states, counties, cities and towns and estimates of housing units for states and counties.

<< 1 - 18 of 128 >>

Subject	Census Tract 1, Washington County, Maryland				Census Tract 2, Washington County, Maryland				Census Tract 3.01, Washington County, Maryland				Census Tract 3.02, Washington County, Maryland				Census Tract 4, Washington County, Maryland	
	Estimate	Margin of Error	Percent	Percent Margin of Error	Estimate	Margin of Error	Percent	Percent Margin of Error	Estimate	Margin of Error	Percent	Percent Margin of Error	Estimate	Margin of Error	Percent	Percent Margin of Error	Estimate	Margin of Error
HOUSING OCCUPANCY																		
Total housing units	1,452	+/-89		(X)	1,865	+/-74	1,865	(X)	1,512	+/-66	1,512	(X)	1,121	+/-89	1,121	(X)	1,208	+/-116
Occupied housing units	1,300	+/-91	89.5%	+/-4.0	1,758	+/-111	94.3%	+/-4.1	1,400	+/-101	92.6%	+/-5.4	1,062	+/-90	94.7%	+/-5.5	954	+/-143
Vacant housing units	152	+/-60	10.5%	+/-4.0	107	+/-75	5.7%	+/-4.1	112	+/-82	7.4%	+/-5.4	59	+/-62	5.3%	+/-5.5	254	+/-100
Homeowner vacancy rate	2.8	+/-4.3	(X)	(X)	0.0	+/-2.7	(X)	(X)	6.0	+/-6.0	(X)	(X)	0.0	+/-9.9	(X)	(X)	13.9	+/-22.8
Rental vacancy rate	10.5	+/-10.5	(X)	(X)	0.0	+/-6.1	(X)	(X)	9.9	+/-10.5	(X)	(X)	3.5	+/-4.9	(X)	(X)	9.9	+/-7.8
UNITS IN STRUCTURE																		
Total housing units	1,452	+/-89		(X)	1,865	+/-74	1,865	(X)	1,512	+/-66	1,512	(X)	1,121	+/-89	1,121	(X)	1,208	+/-116
1-unit, detached	845	+/-110	58.2%	+/-7.3	970	+/-100	52.0%	+/-5.1	993	+/-109	65.7%	+/-6.5	280	+/-85	25.0%	+/-7.8	196	+/-89
1-unit, attached	233	+/-93	16.0%	+/-6.2	584	+/-109	31.3%	+/-5.5	289	+/-80	19.1%	+/-5.2	417	+/-90	37.2%	+/-8.6	265	+/-84
2 units	74	+/-56	5.1%	+/-3.8	19	+/-22	1.0%	+/-1.2	116	+/-52	7.7%	+/-3.5	59	+/-66	5.3%	+/-5.8	98	+/-75
3 or 4 units	87	+/-50	6.0%	+/-3.5	69	+/-48	3.7%	+/-2.5	34	+/-29	2.2%	+/-1.9	205	+/-86	18.3%	+/-7.2	81	+/-61
5 to 9 units	142	+/-63	9.8%	+/-4.2	45	+/-29	2.4%	+/-1.6	48	+/-50	3.2%	+/-3.3	117	+/-83	10.4%	+/-7.3	346	+/-127
10 to 19 units	71	+/-47	4.9%	+/-3.1	133	+/-63	7.1%	+/-3.4	0	+/-12	0.0%	+/-2.3	43	+/-46	3.8%	+/-4.0	63	+/-42
20 or more units	0	+/-12	0.0%	+/-2.4	45	+/-35	2.4%	+/-1.9	22	+/-20	1.5%	+/-1.3	0	+/-12	0.0%	+/-3.1	154	+/-75
Mobile home	0	+/-12	0.0%	+/-2.4	0	+/-12	0.0%	+/-1.9	10	+/-17	0.7%	+/-1.1	0	+/-12	0.0%	+/-3.1	5	+/-8
Boat, RV, van, etc.	0	+/-12	0.0%	+/-2.4	0	+/-12	0.0%	+/-1.9	0	+/-12	0.0%	+/-2.3	0	+/-12	0.0%	+/-3.1	0	+/-12
YEAR STRUCTURE BUILT																		

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3:21 PM 6/27/2014

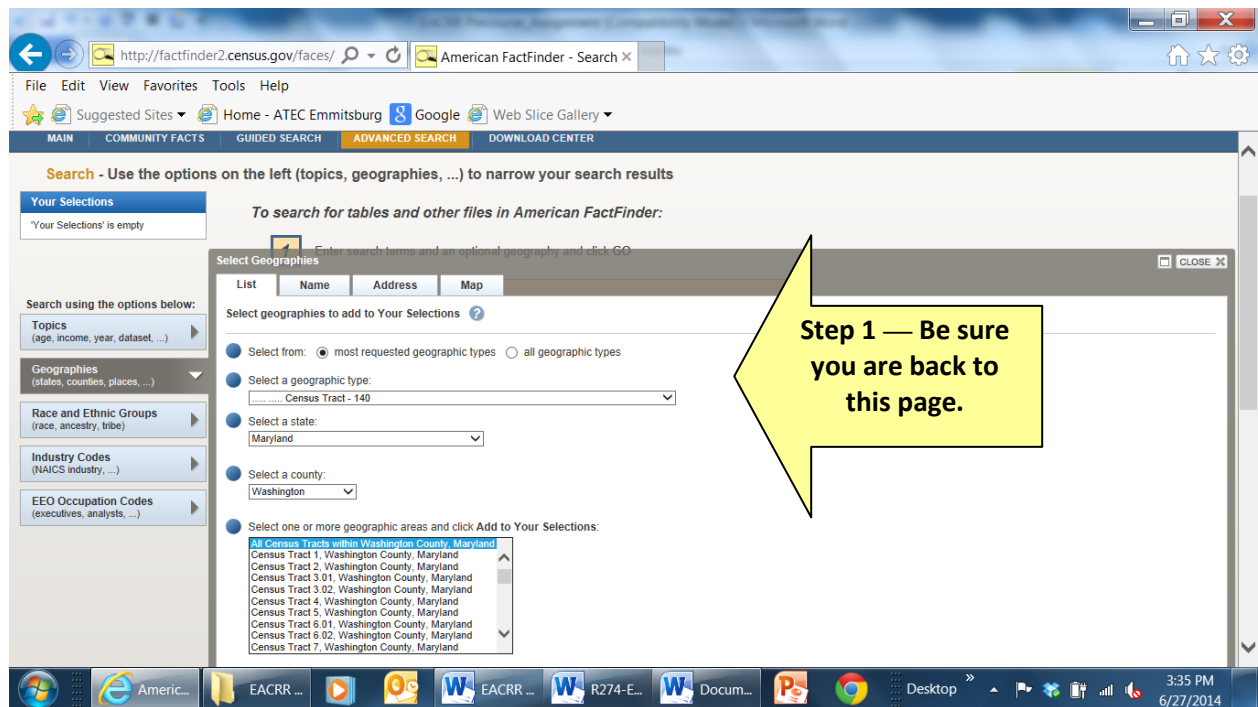
Special Section — Building a Map of Census Tracts

If you don't know the numerical designations of the census tracts in your community, you can build a map to identify them. Here's how:

Step 1 — Return to the Advanced Search screen for your community.

Step 2 — Click on the Geographies feature.

Step 3 — Locate the Map feature on the Select Geographies menu and click on it.



Assignment for Part Two: Demographic Worksheet

Use FactFinder to build a complete profile of your community including demographics, social, economic, housing, and employment. Bulleted summary statements are acceptable.

Note: If you represent a community of 50,000 or less, please consider all of your census tracts in the following sections. If your population is greater than 50K, please consider what you believe are your four highest risk census tracts.

Category	Description	Questions to answer — your community
Demographic (people-related information)	Population size, distribution, age, ethnicity, and cultures	<ul style="list-style-type: none">• What is the total population of your community?• How many census tracts are in your community?• Which census tracts have higher populations of these groups that are confirmed to be at higher risk from fire:<ul style="list-style-type: none">- Children under age 5- Older adults (age 65+)- People living below the poverty level- People challenged by disabilities
Economic characteristics [Employment]	Employment profile and rates, income levels	<ul style="list-style-type: none">• What is the employment profile of your constituency?<ul style="list-style-type: none">- Types of jobs?- Work in community or commute?- Major local employers?- Unemployment rate?- Income level ranges?

Housing profile	Age of homes and occupants, types of residential occupancies, home ownership versus rental properties, transience among residents	<ul style="list-style-type: none"> • What is the overall housing profile of your community? <ul style="list-style-type: none"> - Average age of homes? - New (or recent) construction? - Homes with automatic detection and suppression equipment? - Types of residential construction? - Types of residential properties? (single family, duplex, multi-unit) - Renter versus owner occupied? - Transience? (How often do people relocate to another residence?)
-----------------	---	---

Completion Date:

PART THREE: BUILDING A RISK PROFILE OF YOUR COMMUNITY

Every 79 seconds, fire occurs in someone's home. Residential fire affects over 400,000 families each year.

Residential fire deaths dropped to approximately 2,600 in 2002. This was the lowest death rate since National Fire Protection Association (NFPA) began its current level of fire documentation in 1977. A similar reduction trend occurred in the early 1990s. Then, a three-year spike in the mid-1990s followed. Similar trends have occurred since then.

Seventy-nine percent (79%) of fire deaths occur in residential occupancies. Three quarters of all fire-related citizen injuries occur in residential fires.

Over 90 percent of America's homes have at least one smoke alarm. Up to 30 percent of these alarms don't work. **One third of all fires and 60 percent of fire fatalities occur in *these* homes.** That's high-risk!

USFA and NFPA identify the national leading causes of fire to occur most frequently in the following order:

- Unattended cooking — also leading cause of fire-related injury.
- Arson — also second leading cause of fire death. Youth firesetting and fireplay are included in this area.
- Heating appliances.
- Electricity.
- Smoking — remains leading cause of fire death.

The USFA's objective to reduce the loss of life from fire by 15 percent provides a tangible goal for America to reach. Unfortunately, many emergency service organizations plan risk-reduction strategies solely on *national* statistics. While national statistics play an important role in identifying common risk issues, close examination of the **local community** and its needs is essential to effective risk reduction.

The National Fire Incident Reporting System (NFIRS) represents an option for use in obtaining the requested information. However, you must ensure that **accurate and objective** information has been obtained by your organization.

The USFA logically places emphasis on reducing America's fire problem. In addition to reducing the occurrence of fire, today's risk-reduction leaders must examine community risk from a broad perspective.

USFA calls for development of comprehensive multi-hazard risk-reduction plans within 2,500 American communities. These initiatives are to be led by or include the local fire service. In response to this challenge, community risk-reduction leaders should create an all-hazard profile that includes an overview of human-created and natural risks that currently threaten or could threaten their community.

For this reason, Part Two is divided into three sections.

- **Section One — Your Local Fire Profile**
Create an objective profile of the fire incidents currently affecting your community. While you should consider frequency of occurrence as a baseline for selection, other factors must be examined as well. These factors are listed on the worksheet. You may use NFIRS data, departmental data, or a combination of both to create the profile. Just make sure you are drilling down on the **local** problem. If you are not sure where to locate data, please visit with the person responsible for fire incident data recorded/reported by your department.
- **Section Two — Other Human-Created Risks**
Identify preventable injuries and other human-created incidents that frequently affect your constituency. Consider frequency of occurrence and the other factors listed as you make selections.
- **Section Three — Naturally Occurring Risks**
Reflect on the naturally occurring risks that have a history of or significant potential to affect your community. More information is provided prior to the worksheet.

Note: Information from all three sections must be compiled and interpreted prior to attending LSCRR. You will *not* be able to process an effective risk analysis of your community without it.

Section One — Your Local Fire Profile

Using **local** data, list the top five fire concerns in your community using the following attributes:

- Frequency of occurrence (listed by percent and contrasted with total number fires).
- Morbidity and mortality (number civilians injured or killed annually by this type fire).
- Rate of rise for occurrences (is occurrence of fire rising, steady, or declining?).
- Geographic distribution of occurrences (examine by Census Tract).
- Financial impact to fire hosts, the community, and your organization.
- Population(s) most experiencing the specific type of fire.

A **Fire Risk Worksheet** is provided for your benefit (beginning on the next page). Please produce a copy for each of the five causes of fire you select. It is suggested that you consider all of the above-listed categories as you select your types of fire to profile.

See page 30 for information on how to access NFIRS data for your community.

Fire Risk Worksheet
(You will need to make 5 copies of this worksheet.)

Fire Cause: _____

Frequency (%)	
Morbidity/ Mortality	
Rate of rise	
Geographic distribution	
Cost (in \$)	
Population(s) experiencing this cause of fire	

Section One Completion Date:

As mentioned earlier, data on fire experience in the U.S. is available through the USFA. USFA began NFIRS in 1975. Under NFIRS, local fire departments forward fire incident data to a state coordinator. The coordinator collates statewide fire incident data and reports information to the USFA.

The following is an overview of how to obtain and review NFIRS data for your local community.

1. Obtain an NFIRS Account.
 - a. Request an NFIRS account from the person in your department responsible for NFIRS reporting. Your state NFIRS program manager or your local NFIRS person with an account with system administration permission assigns accounts. The NFIRS Support Center at the USFA can provide you with the contact information of your state NFIRS program manager. Call (888) 382-3827 from 8:30 a.m. ET to 4:30 p.m. ET or email FEMA-NFIRSHelp@fema.dhs.gov.
 - b. Your NFIRS account needs only the following four permissions: Startup, Report Submit, Report Fetch, and Report Generate.

2. Log into the NFIRS Summary Output Reports Tool (a.k.a. SORT).
 - a. Go to the following website: www.nfirs.fema.gov.
 - b. Select Web-based Tools from the menu bar.



3. Select Summary Output Reports Tool from the Web-based Tools menu.

DEPARTMENT OF HOMELAND SECURITY
FEDERAL EMERGENCY MANAGEMENT AGENCY
U.S. FIRE ADMINISTRATION

NFIRS Home | Latest News | USFA | Site Index | Contact

National Fire Incident Reporting System

System Information | Documentation | Training | Support Center | **Web-based Tools** | User Section | Vendor Section

Web-based Tools

- Report Incidents (DEBI)
- Summary Output Reports Tool**
- Bulk Import Utility (BIU)
- Bulk Export Utility (BEU)
- System Admin Tools
- User Services
- Data Warehouse Access Admin Tool

USFA NFIRS : [Web-based Tools](#) : **NFIRS 5.0 Web-based Tools**

NFIRS 5.0 Web-based Tools

New web-based tools which provide reporting and data transmission capabilities through the use of standard Internet technology are now being offered to State Program Managers participating in the USFA NFIRS 5.0. Following the test period of each tool, a phased approach for its release and implementation allows State Program Managers to review system requirements and plan their state's user participation.

If State Program Managers choose to do so, they may assign to selected users in their state the necessary permission for one or more of the new web-based tools. The user must have an activated NFIRS 5.0 User account with necessary permissions assigned for the tool use or action.

Using the web-based NFIRS 5.0 Tools requires Internet connectivity, a browser version and PC that meets necessary system requirements as outlined for each tool on its information page.

Build Date: 02/17/2012 02:24 PM

[NFIRS Home](#) | [Site Index](#) | [Privacy/Important Notices](#) | [USFA](#) | [Contact Us](#)

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U.S. Fire Administration, 16825 S. Seton Ave., Emmitsburg, MD 21727
NFIRS Support Center: (888) 382-3827

Trusted sites 100%

4. Log in using your NFIRS account (i.e., state abbreviation, username, and password).

U.S. DEPARTMENT OF HOMELAND SECURITY

National Fire Incident Reporting System

Login

* User State:

* Username:

* Password:

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NFIRS Support Center: (888) 382-3827
Built on: 08/25/2011 08:35 AM

Done Trusted sites 100%



5. Click OK from the USFA Banner Page to go to the next page.

6. You should see the screen that is displayed below. Click on the Available Reports option in the Reporting Menu section. Note the report types that are available for you to develop. Scroll down the list so you see all the choices.

Department of Homeland Security
Federal Emergency Management Agency
U.S. Fire Administration

OMB no: 1660-0069 Expiration Date: 07/31/2012 Logout

National Fire Incident Reporting System

State: TR Fire Department: National Fire Data Center Username: MWELLER

Reporting Menu

- [Available Reports](#)
- [Completed Reports](#)
- [Requested Reports](#)
- [My Recent Reports](#)

Click Here

Available Reports

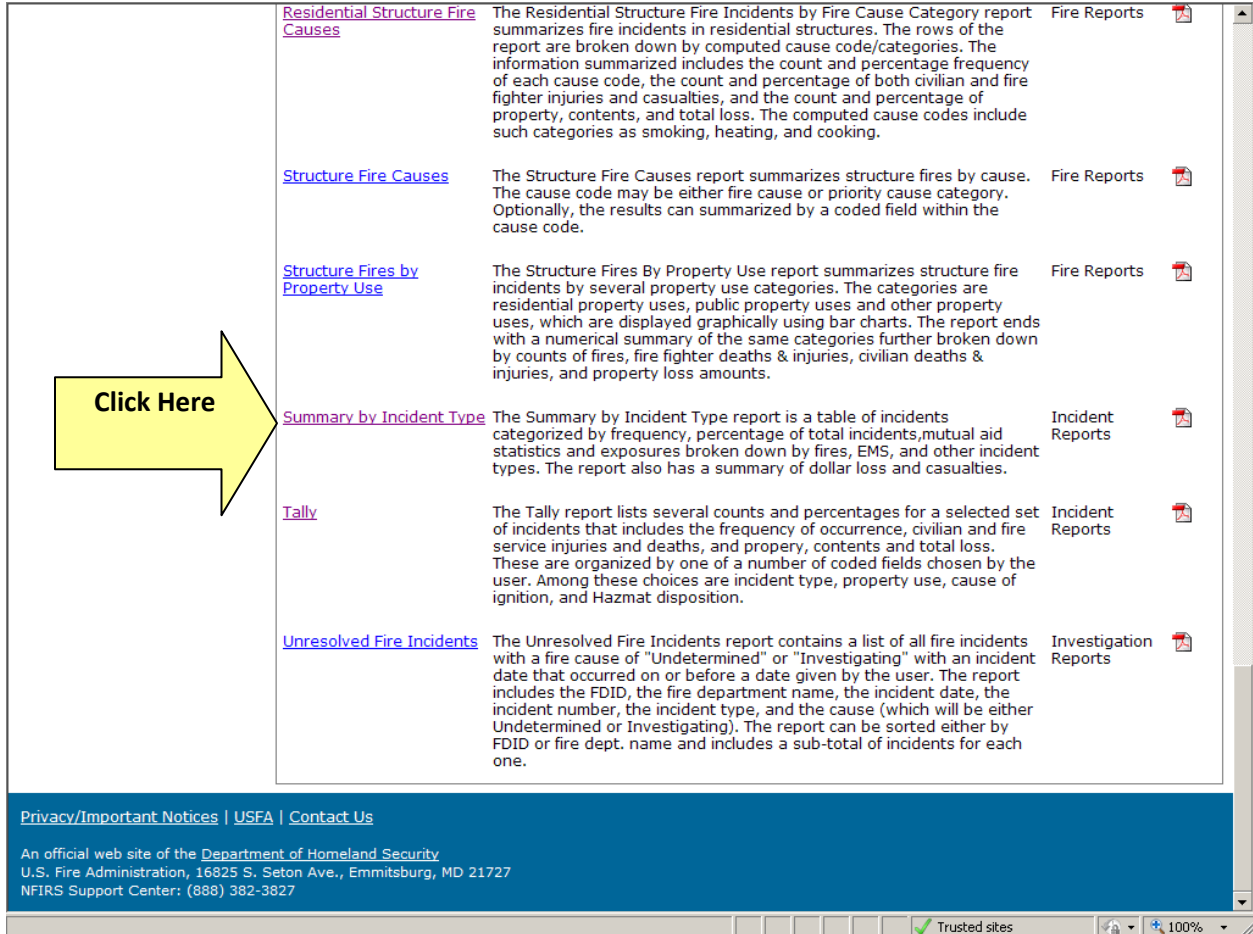
Report Name	Report Description	Report Category	Sample Report
Civilian Casualties	The Civilian Casualties report summarizes the user's choice of either injuries or fatalities involving civilians. The report breaks down the numbers into five graphs: by property use, by incident type, total injuries, fire incidents, and non-fire incidents. The last three graphs are grouped using a user-chosen time period including the day of the week, day of the month, the hour of the day, month of the year, quarter of the year, week of the month, or week of the year.	Casualty Reports	
Data Inventory By FDID	The Data Inventory by FDID report summarizes incident data within a given alarm date range by presenting a table for each selected fire department that provides counts of various incident modules broken down by incident validity, original incident data version, and incident publication state.	Fire Reports	
Data Quality	The Data Quality report quantifies the quality of reported incidents as a total number and percentage of the presence of key fields on various modules such as the Basic Module, Fire Module, and Apparatus Module.	Management Reports	
Detailed Selected Statistics	The Detailed Selected Statistics report summarizes incidents by the presence and frequency of a particular coded field as chosen by the user (such as the Cause of Ignition field on the Fire Module). Additionally, the user may add ad hoc filters to further narrow the incidents included. The results include the frequency, frequency percentage, number of exposures, average number of EMS and suppression personnel and apparatus, average man hours, total man hours, and average response time.	Management Reports	
FDID Incident Type Summary	The FDID Incident Type Summary report summarizes counts of incidents by incident type (incident type in the 100s, 200s, 300s, etc., U [Undetermined - 4.1 conversion], or none) and total incidents for each FDID chosen by the user. A total for all FDIDs included is given at the end of the report.	Incident by FDID Reports	

Scroll down to see all the choices.

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Note: For the sake of this tutorial, we will be focusing on how to create and print the following reports: Summary by Incident Types, Tally, and Residential Structure Fire Causes.

7. Select the Summary by Incident Type report from Available Reports.



The screenshot shows a web page with a list of reports. A yellow arrow with the text "Click Here" points to the "Summary by Incident Type" report. The page has a blue footer with contact information and a Windows taskbar at the bottom.

Report Name	Description	Category
Residential Structure Fire Causes	The Residential Structure Fire Incidents by Fire Cause Category report summarizes fire incidents in residential structures. The rows of the report are broken down by computed cause code/categories. The information summarized includes the count and percentage frequency of each cause code, the count and percentage of both civilian and fire fighter injuries and casualties, and the count and percentage of property, contents, and total loss. The computed cause codes include such categories as smoking, heating, and cooking.	Fire Reports
Structure Fire Causes	The Structure Fire Causes report summarizes structure fires by cause. The cause code may be either fire cause or priority cause category. Optionally, the results can be summarized by a coded field within the cause code.	Fire Reports
Structure Fires by Property Use	The Structure Fires By Property Use report summarizes structure fire incidents by several property use categories. The categories are residential property uses, public property uses and other property uses, which are displayed graphically using bar charts. The report ends with a numerical summary of the same categories further broken down by counts of fires, fire fighter deaths & injuries, civilian deaths & injuries, and property loss amounts.	Fire Reports
Summary by Incident Type	The Summary by Incident Type report is a table of incidents categorized by frequency, percentage of total incidents, mutual aid statistics and exposures broken down by fires, EMS, and other incident types. The report also has a summary of dollar loss and casualties.	Incident Reports
Tally	The Tally report lists several counts and percentages for a selected set of incidents that includes the frequency of occurrence, civilian and fire service injuries and deaths, and property, contents and total loss. These are organized by one of a number of coded fields chosen by the user. Among these choices are incident type, property use, cause of ignition, and Hazmat disposition.	Incident Reports
Unresolved Fire Incidents	The Unresolved Fire Incidents report contains a list of all fire incidents with a fire cause of "Undetermined" or "Investigating" with an incident date that occurred on or before a date given by the user. The report includes the FDID, the fire department name, the incident date, the incident number, the incident type, and the cause (which will be either Undetermined or Investigating). The report can be sorted either by FDID or fire dept. name and includes a sub-total of incidents for each one.	Investigation Reports

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8. You should see the screen displayed below. Follow the directions listed at the bottom of this screen shot.

Department of Homeland Security
Federal Emergency Management Agency
U.S. Fire Administration

OMB no: 1660-0069 Expiration Date: 07/31/2012 Logout

National Fire Incident Reporting System

State: TR Fire Department: National Fire Data Center Username: MWELLER

Reporting Menu
[Available Reports](#)
[Completed Reports](#)
[Requested Reports](#)
[My Recent Reports](#)

Summary by Incident Type

Parameters

From Date: To Date:

Incident Status: Version: Release Status:

☐ Include Individual FDID Reports

(+) Ad hoc Filters

FDID Selection

Selected state : TR
☐ Include Deactivated Fire Depts
 ☐ NFIRS - NFDC

Data fields will populate as you enter information.

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NFIRS Support Center: (888) 382-3827

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- A. Enter the following parameters:
1. From Date (format mm/dd/yyyy)
 2. To Date (format mm/dd/yyyy)
 3. Incident Status = All
 4. Incident Version = All
 5. Release Status = All
 6. Include Individual FDID Reports = blank
- B. Select the fire department to include in the report.
1. In the FDID Selection section, drill down to the fire department.

2. Check the box next to the fire department.
- C. Generate the report.
 1. Move down to the button named Generate Report.
 2. Select Generate Report.
- D. Print the report.
 1. Select My Recent Reports from the Reporting Menu.
 2. View the status of the report.
 - a. Submitted — the report is waiting to be processed.
 - b. In Process — the report is being created.
 - c. Completed — the report is created.
 3. If the status of the report is completed, select the PDF version of the report from the Report Format section.
 4. Open the report.
 5. View and print the report.
 6. Close the report after it prints.

Note: The report you ultimately generate will look similar to the one displayed below. The report should be populated with data pertinent to your department.

Summary_by_Incident_Type.pdf - Adobe Acrobat Pro

File Edit View Document Comments Forms Tools Advanced Window Help

Create Combine Secure Sign Forms Multimedia Comment

3 / 4 66.1% Find

Summary By Incident Type

Report Period: From 01/01/2004 to 01/01/2008







Fire Department Name: null
Fire Department ID: null

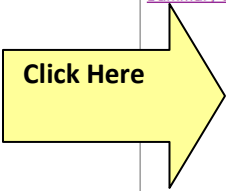
Calls By Incident Type	Frequency	Percent Of Total Calls	Mutual Aid None	Mutual Aid Given	Mutual Aid Received	Other Aid Given	Invalid Aid Flag	Exposures	Total Incidents
FIRES									
Building Fires (110-118, 120-123)	0		0	0	0	0	0	0	0
Vehicle Fires (130-138)	0		0	0	0	0	0	0	0
Other Fires (100, 140-173)	0		0	0	0	0	0	0	0
Total Fires	0		0	0	0	0	0	0	0
Pressure Ruptures, Explosion, Overheat (200-251)	0		0	0	0	0	0	0	0
RESCUE CALLS									
Emergency Medical Treatment (300-323)	0		0	0	0	0	0	0	0
All Others(331-381)	0		0	0	0	0	0	0	0
Total Rescue Calls	0		0	0	0	0	0	0	0
Hazardous Condition Calls (400-482)	0		0	0	0	0	0	0	0
Service Calls (500-571)	0		0	0	0	0	0	0	0
Good Intent Calls (600-671)	0		0	0	0	0	0	0	0
Severe Weather or Natural Disaster Calls (800-815)	0		0	0	0	0	0	0	0
Special Incident Calls (900-911)	0		0	0	0	0	0	0	0
Unknown Incident Type (UUU)	0		0	0	0	0	0	0	0
FALSE CALLS									
Malicious Calls (710-715, 751)	0		0	0	0	0	0	0	0
Other False Calls (700, 721-746)	0		0	0	0	0	0	0	0
Total False Calls	0		0	0	0	0	0	0	0
TOTAL CALLS	0		0	0	0	0	0	0	0
Total Incidents With Exposure Fires			0						\$ 0.00
Total Exposure Fires			0						\$ 0.00
Casualty Summary									
	Civilian		Fire Service						
Fire Related Injuries	0		0						
Non-Fire Injuries	0		0						
Fire Related Deaths	0		0						
Non-Fire Deaths	0		0						

Page 3 of 4 NFIRS 5.0 National Reporting System Fri Mar 05 09:34:22 EST 2010

Start Precourse Tutorial Community Risk Asses... National Fire Incident ... Summary_by_Incid... 10:55 AM

9. Next, return to the Available Reports screen and select the Tally category.

Residential Structure Fire Causes	The Residential Structure Fire Incidents by Fire Cause Category report summarizes fire incidents in residential structures. The rows of the report are broken down by computed cause code/categories. The information summarized includes the count and percentage frequency of each cause code, the count and percentage of both civilian and fire fighter injuries and casualties, and the count and percentage of property, contents, and total loss. The computed cause codes include such categories as smoking, heating, and cooking.	Fire Reports	
Structure Fire Causes	The Structure Fire Causes report summarizes structure fires by cause. The cause code may be either fire cause or priority cause category. Optionally, the results can be summarized by a coded field within the cause code.	Fire Reports	
Structure Fires by Property Use	The Structure Fires By Property Use report summarizes structure fire incidents by several property use categories. The categories are residential property uses, public property uses and other property uses, which are displayed graphically using bar charts. The report ends with a numerical summary of the same categories further broken down by counts of fires, fire fighter deaths & injuries, civilian deaths & injuries, and property loss amounts.	Fire Reports	
Summary by Incident Type	The Summary by Incident Type report is a table of incidents categorized by frequency, percentage of total incidents, mutual aid statistics and exposures broken down by fires, EMS, and other incident types. The report also has a summary of dollar loss and casualties.	Incident Reports	
	The Tally report lists several counts and percentages for a selected set of incidents that includes the frequency of occurrence, civilian and fire service injuries and deaths, and property, contents and total loss. These are organized by one of a number of coded fields chosen by the user. Among these choices are incident type, property use, cause of ignition, and Hazmat disposition.	Incident Reports	
Unresolved Fire Incidents	The Unresolved Fire Incidents report contains a list of all fire incidents with a fire cause of "Undetermined" or "Investigating" with an incident date that occurred on or before a date given by the user. The report includes the FDID, the fire department name, the incident date, the incident number, the incident type, and the cause (which will be either Undetermined or Investigating). The report can be sorted either by FDID or fire dept. name and includes a sub-total of incidents for each one.	Investigation Reports	

Click Here 

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10. You should see the screen that is displayed below. Follow the directions listed at the bottom of this screen shot.

Reporting Menu
[Available Reports](#)
[Completed Reports](#)
[Requested Reports](#)
[My Recent Reports](#)

Tally

Parameters

From Date: To Date:

Incident Status: Version: Release Status:

Select Coded Field

NFIRS Module: NFIRS Field:

(+) Ad hoc Filters

FDID Selection

Selected state : TR

☐ Include Deactivated Fire Depts

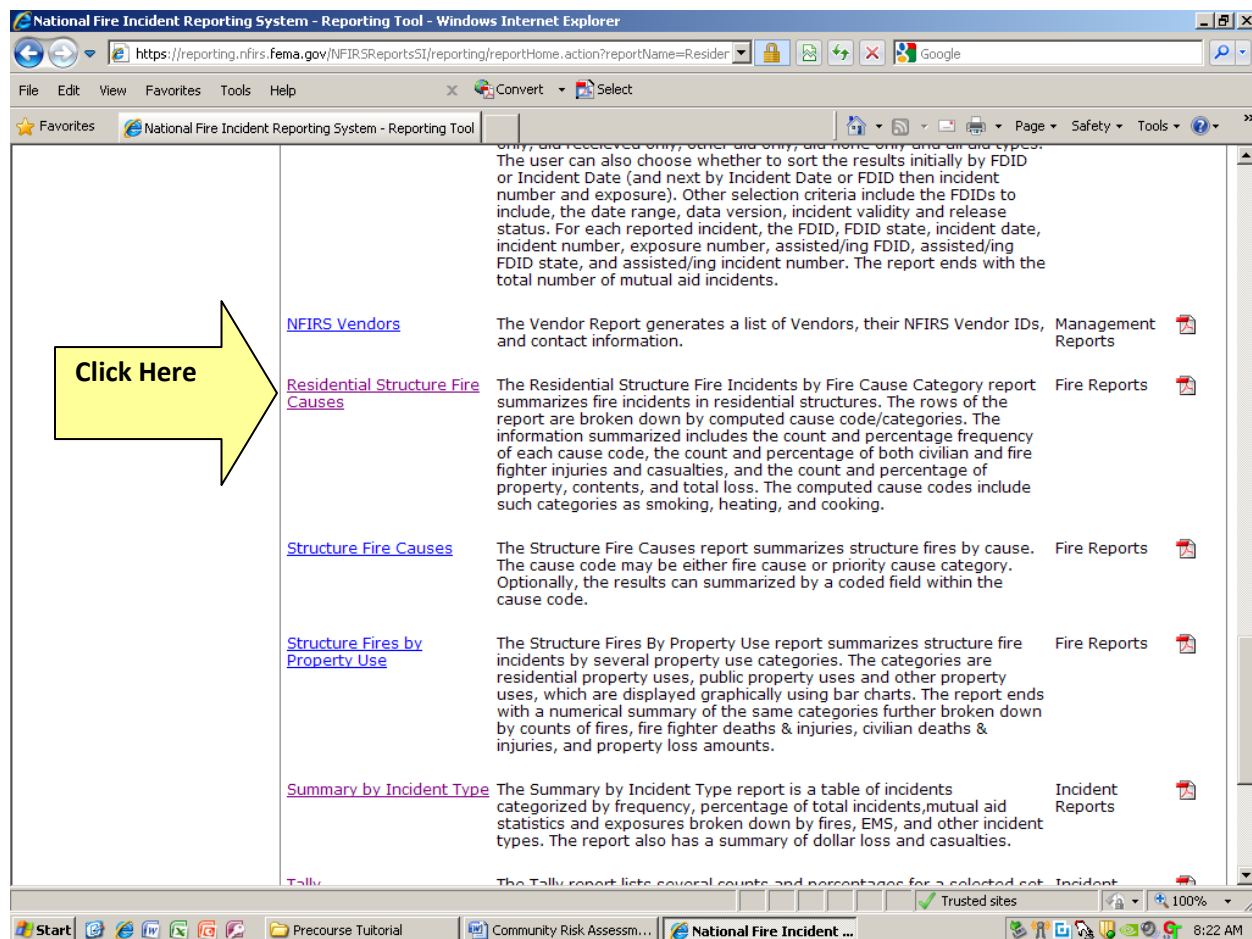
☐ NFIRS - NFDC

Generate Report

- A. Select the Tally report from Available Reports.
- B. Enter the following parameters:
1. From Date (format mm/dd/yyyy)
 2. To Date (format mm/dd/yyyy)
 3. Incident Status = All
 4. Incident Version = All
 5. Release Status = All
- C. Select the data field to display on the report.
1. NFIRS Module = (e.g., Basic Module)

2. NFIRS Field = (e.g., Incident Type)
- D. Select the fire department to include in the report.
 1. In the FDID Selection section, drill down to the fire department.
 2. Check the box next to the fire department.
- E. Generate the report.
 1. Move down to the button named Generate Report.
 2. Select Generate Report.
- F. Print the report.
 1. Select My Recent Reports from the Reporting Menu.
 2. View the status of the report.
 - a. Submitted — the report is waiting to be processed.
 - b. In Process — the report is being created.
 - c. Completed — the report is created.
 3. If the status of the report is completed, select the PDF version of the report from the Report Format section.
 4. Open the report.
 5. View and print the report.
 6. Close the report after it prints.

11. Next, return to the Available Reports screen and select the Residential Structure Fire Causes category.



12. You should see the screen that is displayed below. Follow the directions listed at the bottom of this screen shot.

National Fire Incident Reporting System - Reporting Tool - Windows Internet Explorer

https://reporting.nfirs.fema.gov/NFIRSReportsSI/criteria/viewresidentialStructureFireCauses.action?

File Edit View Favorites Tools Help

Convert Select

National Fire Incident Reporting System - Reporting Tool

Department of Homeland Security
Federal Emergency Management Agency
U.S. Fire Administration

OMB no: 1660-0069 Expiration Date: 07/31/2012 Logout

National Fire Incident Reporting System

State: TR Fire Department: National Fire Data Center Username: MWELLER

Reporting Menu
[Available Reports](#)
[Completed Reports](#)
[Requested Reports](#)
[My Recent Reports](#)

Residential Structure Fire Causes

Parameters

From Date: To Date:

Incident Status: Valid Version: All Release Status: Released

(+) Ad hoc Filters

FDID Selection

Selected state : TR

☐ Include Deactivated Fire Depts

☒ NFIRS - NFDC

Generate Report

- A. Select the Residential Structure Fire Causes report from Available Reports.
- B. Enter the following parameters:
1. From Date (format mm/dd/yyyy)
 2. To Date (format mm/dd/yyyy)
 3. Incident Status = All
 4. Incident Version = All
 5. Release Status = All
 6. Include Individual FDID Reports = blank

- C. Select the fire department to include in the report.
 - 1. In the FDID Selection section, drill down to the fire department.
 - 2. Check the box next to the fire department.
- D. Generate the report.
 - 1. Move down to the button named Generate Report.
 - 2. Select Generate Report.
- E. Print the report.
 - 1. Select My Recent Reports from the Reporting Menu.
 - 2. View the status of the report.
 - a. Submitted — the report is waiting to be processed.
 - b. In Process — the report is being created.
 - c. Completed — the report is created.
 - 3. If the status of the report is completed, select the PDF version of the report from the Report Format section.
 - 4. Open the report.
 - 5. View and print the report.
 - 6. Close the report after it prints.

Summary of NFIRS Tutorial

Because fire departments and states take part in NFIRS voluntarily, NFIRS conclusions may not completely reflect the entire nation's fire experience.

Also, remember that when utilizing any type of data collection software, it is critical that everyone responsible for incident reporting does his or her job in an objective manner. Simply stated, this means that your department must set a protocol for how incidents are classified.

Here is an example: Consider the typical unattended cooking fire that occurs when a person forgets about a pan of oil being heated on a stovetop. Unless your department has agreed on how your staff will classify the incident, you may end up reporting one of several selections. Over a period of time, this subjectivity in reporting can lead to the creation of an unreliable set of data about unattended cooking fires whereby you cannot discern how many incidents of people walking away from a stove you actually respond to.

If you submit data to NFIRS, it is a very wise strategy to explore the NFIRS webpage thoroughly. There are many sections that include helpful suggestions on how to classify and report incident data.

Section Two — Other Human-Created Risks

1. In addition to fire, other human-created risks currently affect your community. Among them are motor vehicle collisions, pedestrian incidents, falls to older adults, and other preventable occurrences.

These occurrences may happen so frequently that a community doesn't pay attention to their magnitude. Even worse, constituents (and even the fire service) may grow complacent toward solving complex, yet frequently occurring, preventable risks.

This section begins by requiring you to examine the U.S. preventable injury problem. It culminates as you profile preventable occurrences other than fire that currently (or have great potential to) affect your home community.

Access the CDC websites to source your data:

- Centers for Disease Control and Prevention
Youth Risk Behavior Surveillance System (YRBSS)
<http://www.cdc.gov/HealthyYouth/yrbs/index.htm>
Updated February 27, 2013
- Centers for Disease Control and Prevention
Injury and Violence Prevention and Control
<http://www.cdc.gov/injury/>
Updated January 31, 2013

- Centers for Disease Control and Prevention
Injury Prevention & Control: Data & Statistics
WISQARS™ (Web-based Injury Statistics Query
and Reporting System)
<http://www.cdc.gov/injury/wisqars/>
Updated December 17, 2012
2. Using a reliable source of local data, profile the causes of preventable injury and death that affect **your** community most frequently. If your organization is responsible for EMS, the source may be your own response data. If not, consider your local EMS authority, hospital(s), or health department.

If you cannot locate data specific to your community from a local source, consider using data published by your state.

You should profile five causes of preventable injury or death using the following attributes:

- Frequency of occurrence (by percent contrasted with total number injuries/deaths).
- Morbidity and mortality (number civilians injured or killed annually by this type of incident).
- Rate of rise for occurrences (are number of incidents rising, steady, or declining?).
- Geographic distribution of occurrences (examine by Census Tract).
- Financial impact to the victim, community, and your organization.
- Population(s) most experiencing the specific type of incident.

A **Human-Created Risk Worksheet** is provided for your benefit (beginning on the next page). Please produce a copy for each of the five causes of preventable injury you select. It is suggested that frequency of occurrence be used to select your leading occurrences to profile.

Human-Created Risk Worksheet
(You will need to make 5 copies of this worksheet.)

Incident: _____

Frequency (%)	
Morbidity/ Mortality	
Rate of rise	
Geographic distribution	
Cost (in \$)	
Population(s) most affected by this risk	

Section Two Completion Date:

Section Three — Naturally Occurring Risks

While the majority of human-created risks are preventable, naturally occurring events are not. Examples include severe weather, earthquakes, extreme cold/heat, and drought. Although a community may not be able to prevent such events, loss can be greatly mitigated through a combination of pre-planning, resource allocation, and citizen preparedness.

While not preventable, most naturally occurring risks are predictable. Coastlines are more vulnerable to hurricanes. The South and Midwest regularly experience tornados. More snow falls in the northern portion of the country than in the South. Lightning-initiated wildland fires often occur in forests.

In addition to reducing fires and preventable injury, LSCRR advocates study of naturally occurring risks that currently (or have a potential to) threaten the risk-reduction leader's home community. Keep in mind potential loss of life, personal property, and overall vitality of the community.



A good source for information on naturally occurring risks is the University of Colorado — Natural Hazards Center

Look under the *Resources* tab to locate *Selected Web Resources* where you will be able to link to data on all-hazard issues.

Check it out



<http://www.colorado.edu/hazards/>

Please select three naturally occurring risks that currently (or likely will) affect your community. These should be significant events that don't occur often, but when they do, there is great potential for high impact.

Follow the instructions on the **Naturally Occurring Risk Worksheet** (beginning on the next page) to profile the risk. Next, offer an objective opinion as to your community's preparedness to mitigate the effects of a significant occurrence.

Naturally Occurring Risk Worksheet
(You will need to make 3 copies of this worksheet.)

Incident Type: _____

Prior frequency of event	
Past history of loss (life, property, and community vitality)	
Areas of community most affected	
Projected frequency of event	
Potential future losses (life, property, and community vitality)	
Current preparedness/ areas of concern	

Section Three Completion Date:

**PART FOUR: IDENTIFYING ROOT FACTORS OF RISK AND
POPULATIONS AT GREATEST RISK**

Read this section. Information from this section will be used in Units 1, 2 and 3.

Background Information

The roots of the U.S. fire problem are similar to those of the majority of other life safety risks in our country. Social, cultural, economic, and environmental factors are contributing elements that often lie at the core of risk.

Risk-reduction leaders must master how to identify, understand, and address how these factors are affecting fire risk at the **local** level. Of interest: many social, cultural, and economic risk elements often remain consistent regardless of community size; differences most frequently occur in environmental factors.

Social Factors

Social problems such as a lack of quality housing, affordable health care, inadequate or unavailable childcare, lack of education and job opportunities, etc., are all social factors that contribute to risk.

Government systems, or lack of systems and services, can greatly affect social factors. Peers, family members, societal trends, and commercial marketing efforts also can generate social influences.

Cultural Influences

Cultural influences are the values, beliefs, behaviors, etc., of a specific group. Cultural beliefs are learned over time and through experiences. These beliefs can have a great influence on a person or group's behavior.

Social and cultural influences are so interconnected that they often appear one and the same. Don't get hung up trying to overanalyze the differences. The point to consider is that both social and cultural factors/influences can have a huge impact on risk in America — both positively and negatively.

Economic Factors

Income levels often affect the risk of fire or preventable injury among populations. Families with low income may not be able to afford fire protection systems, quality housing, regular day care, etc.

National statistics clearly indicate that the risk of fire and preventable injury is higher among populations with low income. Economic factors include family, societal, and workplace influences that affect personal finances.

A strong local economy and workforce can influence the level of potential community risk in a positive manner. A broad-based spectrum of employment that offers an adequate number of jobs can lead to stable employment rates and a healthy, diverse community.

In contrast, a community that offers limited employment options with the majority being lower paying manufacturing positions may see higher numbers of people challenged by preventable risk.

Environmental Elements

The environment in which populations live and work can affect risk. Lack of fire protection systems, cluttered living conditions, fire load, poorly maintained housing, and substandard construction are examples of such factors.

Often environmental factors are compounded by a lack of building and fire codes, or the lack of retroactive application of those codes. The lack of fire protection systems in aging multifamily housing is a common environmental factor that contributes to the U.S. fire death rate plateau.

Contrasting Urban, Suburban, and Rural Fire Risk

Fire risk affects all communities regardless of size. Risk-reduction practitioners should be able to identify risks and associated factors specific to their community regardless of size.

Historically, emergency providers believed the demographics of urban, suburban, and rural communities were vastly different. As technology continues to affect our society, many of the old stereotypes about the starkly different characteristics of urban, suburban, and rural communities will gradually disappear. A common fact will remain: The lifestyles of families are influenced by social, cultural, economic, and environmental factors.

It is important to have an understanding of these elements and how they contribute to fire and other preventable risks. It also is important to examine populations that are more vulnerable to risk.

Identifying Risk Factors in Specific Populations

Community risk is best addressed based on the objective study of data. Many national organizations (i.e., the USFA, FEMA, NFA, and NFPA) have conducted extensive research and identified four populations known to be at higher risk from fire:

1. Young children (aged 5 and under).
2. Older adults (aged 65 and older).
3. People with disabilities.
4. People living in poverty.

Of interest, these populations consistently represent the groups that are most at risk from a plethora of other preventable occurrences.

Several factors can place people at greater risk for fire and preventable injury:

- age and gender;
- cognitive ability and intellectual level;
- physical, mental, and emotional condition;
- socioeconomic status; and
- community demographics and personal living conditions.

This is an important point to consider during the entire LSCRR course: When the risk factors that contribute to fire or preventable injury occur in combination, a person's vulnerability to risk may increase dramatically. For example: A visual-, hearing-, and mobility-impaired older adult living below the poverty level may be at much higher risk from fire than an older adult with only one of these challenges.

High-risk populations are at greater risk from the effects of most hazards, both natural and human-created. In addition to the four groups listed above, populations who speak little or no English can be included as a high-risk group in some communities.

In addition to the Census Bureau, there are many other community resources that may be useful when researching high-risk populations. Other sources for obtaining information on **local** community demographics:

Children age 5 and under:	Office of Community Development, Board of Education/School Districts, Head Start programs, child care associations.
Adults over age 65:	Office of Community Development, Commission on Aging, older adult advocacy agencies.
People with disabilities:	Office of Community Development, people with disabilities advocacy agencies.
People living in poverty:	Office of Community Development, Office of Housing and Urban Development, social service agencies, community action councils, advocacy agencies for low-income families.
English as second language and diverse cultures:	Office of Community Development, Board of Education/School Districts, Head Start programs, child care associations, social services, and community action council.

Part Four Completion Date:

Congratulations, you have completed the LSCRR Pre-Course Work.

The time and attention you have given to this process will provide context and meaning to the course you are about to take. Keep in mind that you will access this information, not only for the class but also as you develop future programs for your community.

Name _____

Date of class _____

Please note date completed	Pre-Course Assignment Checklist
	Part One: Examination of America's Continuing Fire Problem
	Peruse <i>America Burning</i> . Be sure to read page x in the introductory section (www.usfa.dhs.gov/downloads/pdf/publications/fa-264.pdf).
	Peruse Vision 20/20 — National Strategies for Fire Loss Prevention (www.strategicfire.org).
	Part Two: Building a Demographic Profile of Your Community
	Assignment Part Two: Demographic Worksheet
	Part Three: Building a Risk Profile of Your Community
	Section One — Your Local Fire Profile
	Section Two — Other Human-Created Risks
	Section Three — Naturally Occurring Risks
	Part Four: Identifying Root Factors of Risk and Populations at Greatest Risk
	Read this section. Consider how fire and other risk issues are affecting high-risk groups in your community.
	Send Pre-Course Assignment Checklist to:
	Linda Pecher/ZAI/National Fire Academy Email: linda.pecher@associates.fema.dhs.gov
	Should you have any questions about this assignment please contact Mary Marchone, Training Specialist Email: mary.marchone@fema.dhs.gov Fax: 301-447-1372 Phone: 301-447-1476